

General Power of Attorney¹ explained

What is a General Power of Attorney?

A General Power of Attorney is also known as an Ordinary Power of Attorney and is a legal document that appoints one or more people (your Attorney/s) to make financial decisions for you (the Donor).

A General Power of Attorney applies to all of your affairs. You also have the option to limit your General Power of Attorney to specific affairs only. This is known as a Specific Power of Attorney.

By registering a General Power of Attorney with HSBC, you're letting us know that you're happy for your Attorney/s to carry out transactions on your HSBC bank account/s in accordance with the Power of Attorney document.

Could a General Power of Attorney be right for me?

Before deciding if a General Power of Attorney is right for you, you might want to consider seeking legal advice.

What important information do I need to know?

Mental capacity

You must have mental capacity to create a General Power of Attorney.

A General Power of Attorney is automatically revoked (cancelled) if you lose mental capacity.

Restrictions

Restrictions can be included if there are certain things you don't want your Attorney to have control over. This is known as a Specific Power of Attorney and may take us longer to process if we need extra information from you.

Multiple Attorneys

If you nominate multiple Attorneys, you must specify on your Power of Attorney whether they are to act jointly or individually.

Fees

There are no fees to register a General Power of Attorney with us.

What access does a General Power of Attorney give?

To see what powers an Attorney would have over your account, see our 'What an Attorney Can Do' table.

How do I grant a General Power of Attorney?

If you feel a General Power of Attorney may be right for you, please seek independent legal advice to make sure the wording meets your needs and is legally acceptable.

Register a General Power of Attorney with HSBC

Please refer to 'Registering a Power of Attorney with HSBC' page.

There are some important things to remember:

- ◆ We will need to see either the original Power of Attorney document or a copy certified by a qualified solicitor in Hong Kong
- ◆ We will need to see suitable documents for identification and address verification for each Attorney wanting to act.

If you have appointed multiple Attorneys, we will need suitable identification and address verification from each Attorney. For the list of documents we accept as proof of identity and confirmation of address, please refer to 'Points to note for Power of Attorney set up'

- ◆ Your Attorney/s must supply a sample signature

When will Attorney access stop?

As long as you have mental capacity, you can choose to cancel your General Power of Attorney at any time.

There are also certain events (such as if the Donor were to die) which would result in it being automatically revoked. For more information on events which may affect your General Power of Attorney see our 'Stopping Attorney Access' table.

Note:

1. Information contained in this Guide also applies to Letters of Delegation, to the extent applicable.

What an Attorney can do

An Attorney can help make decisions about someone's finances, or make decisions on their behalf.

If the Power appoints a sole Attorney or multiple Attorneys who can each act separately (eg jointly and severally), the table below provides guidance on the services we can offer.

If the Power appoints more than one Attorney to act together (ie jointly), all Attorneys have to act together.

If the Power of Attorney document contains restrictions, we need to comply with the restrictions which may mean that we cannot provide some of these services.

	Letter of Delegation	General Power of Attorney signed before solicitors [#]	Enduring Power of Attorney ^{##}
Manage account holder's account(s) when the account holder has lost mental capacity	✗	✗	✓
Obtain information about account holder's account(s) (i.e. account enquiry)	✓	✓	✓
Open/ close account(s) on behalf of the account holder	✗	✗	✗
Make payments (i.e. remittance)	✓	✓	✓
Withdraw/ Deposit cash	✓	✓	✓
Deposit/ Issue cheques	✓	✓	✓
Apply internet/ mobile/ phone banking service	✗	✗	✗
Operate account via internet/ mobile / phone banking	✗	✗	✗
Apply ATM card	✗	✗	✗
Operate account using ATM card	✗	✗	✗
Order cheque book	✓	✓	✓
Order statement	✓	✓	✓
Order a replacement debit card/ PIN for the account holder	✗	✗	✗
Set up/ amend/ cancel standing instruction and AutoPay	✓	✓	✓
Change account holder's correspondence address	✓	✓	✓
Apply for new lending (Overdraft, Loan, mortgage and Credit Card)	✗	✗	✗
Retrieve items from Safe Deposit Box	✓ Subject to the signing of 'Appointment of Deputy of Lessee(s) of a Safe Deposit Locker' <u>by account holder</u>	✓ Subject to the signing of 'Appointment of Deputy of Lessee(s) of a Safe Deposit Locker' <u>by account holder</u>	✓ Subject to the terms of the 'Enduring Power of Attorney'

[#] We may accept Specific Power of Attorney (or Special Power of Attorney) signed before a qualified solicitor of Hong Kong provided that the power given to the Attorney is clearly stated, reasonable and acceptable to us. We may verify the power with you if we consider necessary before accepting instructions from your Attorney.

^{##} We only accept Enduring Power of Attorney that has been registered with the High Court of Hong Kong and the Customer (Donor) is losing/has lost mental capacity. The services provided to the Attorney is subject to the powers and restrictions specified in the Enduring Power of Attorney.

Note: If the Customer (Donor) loses/is losing mental capacity, an Enduring Power of Attorney must be registered at the High Court of Hong Kong.

	General Power of Attorney	Enduring Power of Attorney
Account holder (Donor) dies	The power is automatically revoked.	The power is automatically revoked.
Account holder (Donor) loses mental capacity	The power is automatically revoked.	The power remains valid if it has been registered at the High Court of Hong Kong.
Account holder (Donor) wants to cancel	The power is cancelled by Deed of Revocation or by a cancellation instruction from the account holder.	For a registered Enduring Power of Attorney, written confirmation of cancellation must be received from the High Court of Hong Kong. Alternatively, we will cancel the power if the account holder (Donor) regains mental capacity and instructs us to cancel the power. However, we will need to see written confirmation from a Hong Kong medical practitioner confirming mental capacity of the account holder.
Attorney dies	If there is only one Attorney, the power is automatically revoked. If there are multiple Attorneys appointed jointly and severally and one of them cannot continue to act for some reason, the other Attorney(s) may continue to act on behalf of the individual who granted the Power of Attorney.	If there is only one Attorney, the power is automatically revoked. If there are multiple Attorneys appointed jointly and severally and one of them cannot continue to act for some reason, the other Attorney(s) may continue to act on behalf of the individual who granted the Power of Attorney.
Attorney loses mental capacity	If there is only one Attorney, the power is automatically revoked. If there are multiple Attorneys appointed jointly and severally and one of them cannot continue to act for some reason, the other Attorney(s) may continue to act on behalf of the individual who granted the Power of Attorney.	If there is only one Attorney, the power is automatically revoked. If there are multiple Attorneys appointed jointly and severally and one of them cannot continue to act for some reason, the other Attorney(s) may continue to act on behalf of the individual who granted the Power of Attorney.
Attorney wants to cancel	If there is only one Attorney, the power is automatically revoked. If there are multiple Attorneys appointed jointly and severally and one of them cannot continue to act for some reason, the other Attorney(s) may continue to act on behalf of the individual who granted the Power of Attorney.	If there is only one Attorney, the power is automatically revoked. If there are multiple Attorneys appointed jointly and severally and one of them cannot continue to act for some reason, the other Attorney(s) may continue to act on behalf of the individual who granted the Power of Attorney.
Attorney becomes bankrupt	The power is automatically revoked.	The power is automatically revoked.

* Information provided in the table above with respect to General Power of Attorney also applies to Letter of Delegation and Specific Power of Attorney.